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# **The Junior High School**

## **RULES AND REGULATIONS**

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**Prepared by a Special Committee  
Appointed by the  
State Board of Education**

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**Published by  
LINNAEUS N. HINES  
State Superintendent Public Instruction  
August, 1919**



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*To the State Board of Education:*

Your committee begs leave to submit the following recommendations on the organization and standardization of the junior high schools under the provisions of the Indiana junior high school law.

Signed,

L. N. HINES,  
E. U. GRAFF,  
J. W. HOLTON,  
C. V. PETERSON,  
H. G. CHILDS,  
O. H. WILLIAMS,  
CLIFFORD FUNDERBURG,  
Chairman.





## I. DEFINITION AND CLASSIFICATION

As a tentative classification for the purpose of applying the junior high school law, the following types of organization are recognized:

1. *Junior High School Proper.* A junior high school, in this sense, is a school in which grades seven, eight, and nine, eight and nine, or eight, nine and ten are organized as a distinct school of secondary or intermediate grade, having some degree of segregation in a building or portion of a building, and having a program of work and a procedure especially adapted to the early adolescent stage of child development.

This type is recommended in the case of larger systems where building conditions are favorable to segregation.

2. *Six-Year High School.* A six-year high school is a school in which the upper six years are organized as a distinct unit of secondary grade, having some segregation from the lower six grades, and having a program and procedure differentiated for and adapted to both junior and senior groups of pupils.

This type is especially suited to smaller schools in which separate organizations may not be feasible or desirable.

3. *Two-Four High School.* The two-four high school is a school in which the organization, program and modes of procedure conform to the junior-senior high school in all respects, but in which by reason of building conditions the break is made between the eighth and ninth years.

Special adaptation of work and procedure should be understood to include provision for the following:

- (1) A richer and more comprehensive program of studies than that of the traditional four year high school or the elementary school.
- (2) Departmental teaching.
- (3) Promotion by subject.
- (4) Testing or exploration of individual aptitudes.
- (5) Recognition of the peculiar needs of retarded, as well as supernormal pupils.
- (6) Adequate facilities and equipment with respect to shops, kitchens, laboratories, and library, as required for the proper teaching of all lines of work.

It is recommended that consideration be also given the following:

- (1) Directed or supervised study and work.
- (2) Educational and vocational guidance.
- (3) Directed social and extra-curricular activities.

Mere departmentalization of grades seven and eight, or six, seven and eight, should not of itself be considered as conforming to the requirements of a junior high school.

## II. QUALIFICATIONS OF TEACHERS

1. In a *School with Junior High School* rating, not in connection with a senior high school.

The principal shall be a graduate from a four years' course in a standard college, standard normal school or the equivalent.

All teachers shall have completed at least two years' training in a standard college, standard normal school, or equivalent, and shall hold a junior or senior high school license in the subjects they teach.

2. In a *Six-Year High School*.

The principal and in addition thereto at least one teacher, shall be a graduate from a standard four years' course in a standard college, or a standard three years' course in a standard normal school, or the equivalent.

All other teachers shall have completed at least two years' training in a standard college or standard normal school, or the equivalent.

## III. JUNIOR HIGH SCHOOL LICENSE

In conformity with the law providing for the establishment of junior high schools and the licensing of teachers therefor, it is hereby ordered that a junior high school teacher shall be required to hold a license:

1. In high school science of education.
2. In junior high school English. (It is the order of the Board that a special list of questions be prepared for the English examination and that the questions be printed in the list of regular high school questions.) It is the further order

of the Board that the English questions be based upon composition, rhetoric, grammar and the use of English.

3. In such regular senior high school subjects as the applicant may be required to teach in the junior high school.

A senior high school license in any or all of the subjects hereinafter enumerated shall qualify the holder thereof to teach said subject or subjects in a junior high school: English, American history and civics, commercial arithmetic, music, art, manual training, domestic science, physical training, physiology, agriculture, general science, and all commercial subjects. A license in senior high school commercial and physical geography shall entitle the holder to teach geography in the junior high school; or,

4. In such elementary school subjects as the applicant may be required to teach in grades seven and eight of the junior high school.

5. In such other subjects as the state board of education may from time to time approve for the junior high school, and as the applicant may be required to teach.

All manuscripts for junior high school license shall be sent to the State Department of Public Instruction for grading and all junior high school licenses shall be issued by that department.

#### IV. TRANSFERS TO JUNIOR HIGH SCHOOLS

The following recommendations should govern the establishment of junior high schools and admission thereto by transfer:

1. Only those school boards and township trustees who have in charge commissioned high schools are authorized by law to establish junior high schools.

2. When such junior high schools are established the trustees or school boards may admit thereto pupils who have completed the sixth year of the elementary grades. The law neither states nor implies that school boards or trustees may require attendance in such junior high schools by pupils of other districts; but pupils of other districts in the same corporation may require school boards or township trustees to admit them to such schools; and pupils in corporations where such schools do not exist may require school boards or township trustees to grant transfers to such junior high schools in other school corporations.

3. The state board of education recommends that school boards and township trustees having in charge certified and accredited high schools be encouraged to establish junior high schools where, in the judgment of the state high school inspector, such junior high schools would serve a larger field of usefulness and that admissions and transfers be granted to such certified and accredited high schools in the same manner as to junior high schools in connection with commissioned high schools.

## V. JUNIOR HIGH SCHOOL COURSES OF STUDY

In conformity with the act of 1919, creating junior high schools and authorizing the approval of their programs of study and curricula by the state board of education, the following statement of minimum essentials for grades seven and eight and the following programs of study for rural, village, and city junior high schools are recommended for the guidance of school officials who desire to organize junior high schools.

### MINIMUM REQUIREMENTS IN GRADES 7 AND 8

English (including literature, language and spelling).....	10 points*
Arithmetic .....	7 points
United States history.....	7 points
Community civics .....	3 points
Geography .....	4 points
General science .....	5 points
Physical training and hygiene.....	2 points
Drawing and music.....	2 points
Agriculture, or industrial arts, or household arts.....	2 points
	<hr/> 42 points
Additional work in any one or combination of the following:	
agriculture, industrial arts, household arts, commercial	
work, music, art, foreign language, or special course in	
English .....	8 points

Total points required in grades 7 and 8..... 50

In junior high schools a minimum class period of 30 minutes shall be required. In those schools desiring to establish a comprehensive plan of supervised study a 60-minute period is recommended for recitation and study combined.

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\* A point represents the work of one 30-minute recitation per week for a year in a subject requiring a reasonable amount of preparation out of class (or the equivalent).



*Program of Studies Suggested for Six-Year High Schools in  
Village and Consolidated Township Schools, for Junior  
High School Grades.*

Subjects.	Periods a Week.	Points.
<i>Grade 7:</i>		
English (literature, language, grammar, spelling) ..	5	5
Arithmetic .....	4	4
History and community civics (4-1) .....	5	5
Geography .....	4	4
Physical training and hygiene.....	2	1
Drawing and music.....	4	2
Agriculture or industrial arts or household arts....	6-8	4
Total required .....		25
<i>Grade 8:</i>		
English .....	5	5
Arithmetic .....	3	3
History and community civics (3-2).....	5	5
General science (including physiology).....	5	5
Physical training and hygiene.....	2	1
Drawing and music.....	4	2
Agriculture or industrial arts or household arts....	6-8	4
Total required .....		25
<i>Grade 9:</i>		
REQUIRED		
English .....	5	5
Mathematics .....	5	5
Physical training .....	2	1
Science (botany or physiography).....	7	5
ELECTIVE (5 points)		
Foreign language .....	5	5
Agriculture or industrial arts.....	10	5
Household arts .....	10	5
Drawing or music.....	2-4	1-2
Vocational information.....	1	1
A total of 21 points must be taken.		

*Program of Studies Suggested for Junior High Schools in  
Cities.*

Subjects.	Periods a Week.	Points.
<i>Grade 7:</i>		
REQUIRED		
English (literature, language, grammar, spelling) ..	5	5
Arithmetic .....	4	4
History and community civics (4-1).....	5	5

Subjects.	Periods a Week.	Points.
Geography .....	4	4
Physical training and hygiene.....	2	1
Drawing or music.....	2	1
Industrial arts or household arts.....	2	1
ELECTIVE (4 points)		
Industrial arts .....	6-8	4
Household arts .....	6-8	4
Foreign language .....	5	4
Special English .....	5	4
Total required .....		25
Grade 8: REQUIRED		
English .....	5	5
Arithmetic .....	3	3
History and community civics (3-2).....	5	5
General science (including physiology).....	5	5
Physical training and hygiene.....	2	1
Drawing or music.....	2	1
Industrial arts or household arts.....	2	1
ELECTIVE (4 points)		
Industrial arts .....	6-8	4
Household arts .....	6-8	4
Commercial work .....	6-8	4
Foreign language .....	5	4
Special English .....	5	4
Drawing and design.....	6-8	4
Total required .....		25
Grade 9: REQUIRED		
English .....	5	5
Mathematics .....	5	5
Physical training .....	2	1
ELECTIVE (10 points)		
Science (botany or physiography).....	7	5
Foreign language .....	5	5
Industrial arts .....	10	5
Household arts .....	10	5
Commercial work .....	10	5
Drawing and design.....	10	5
Music .....	2-4	1-2
Vocational information .....	1	1
Total required .....		21

Grades 10, 11 and 12 shall conform to the requirements of the regular four-year high school.

The following statements should aid in clarifying the ideas which underlie the junior high school courses:

(1) The foregoing programs of study provide for a more gradual transition from the elementary to the high school, an enriched social content in the studies of grades seven and eight, an exploration of more varied fields of knowledge and skills than in the traditional program, and a more adequate testing of individual aptitudes and interests, than does the traditional program for these grades.

(2) In village and rural consolidated six-year high schools, it will probably be found advisable to make all the work of grades 7 and 8 required because of the small enrollment and limited teaching staff.

(3) To meet the needs of the large number of pupils who leave school by the end of the 9th or 10th grades a more extensive program in prevocational arts than is usually offered in the 7th, 8th and 9th grades in rural and village high schools is recommended.

(4) To meet the needs of the large number of pupils who wish to prepare for college, two or more units of foreign language should be offered, preferably in grades 10, 11 and 12, in the smaller high schools. In this way the practical arts may have a more prominent place in the junior high school years.

(5) Where foreign language is offered in grades 7 and 8 the work should not be of the nature generally given in grade 9 but should include much more of the direct and conversational method. Where such work is given during years 7 and 8 the work covered should be equivalent of the work now usually given in grade 9. For grades 7 and 8 it is recommended that practically no outside study be required in foreign language work but that all the work be confined to the class period. Accordingly fewer points are allowed in the schedule for this subject in grades 7 and 8 than are represented by the number of recitation periods per week. The committee has recommended what it considers an equivalent number of points for work in prevocational arts in these same grades.

### Requirements for Graduation

Graduation from schools in which a junior high school organization exists shall be permissible only on fulfillment of

the requirements of both the junior and the senior high schools.

As the purpose of the junior high school is essentially the enrichment and diversification of the courses, and not the shortening of the period of school training, the subjects of secondary grade taken in grades seven and eight shall not be counted toward the fifteen or sixteen units required for graduation; except that pupils of superior ability in these grades may be allowed to elect and count subjects in the grade above, or may be organized into special classes for purposes of acceleration.

### **Adoption of Textbooks**

Adoption of junior high school textbooks, or of textbooks in subjects especially adapted to the junior high school courses, should be deferred until such time as these subjects have become more firmly established and the courses more fully developed.

### **Approval by the State Board of Education**

As a basis for determining whether or not a school conforms to the requirements of a junior high school and before the provisions of the junior high school law may be held to apply, any school which establishes one of the foregoing types of junior high school or intermediate school shall have its course of study and teaching staff approved in advance by the state board of education.

The state board of education may require a yearly report on the organization, curriculum of studies, teaching staff, and building and equipment, of all such approved junior high schools, on a special form to be supplied by the state department of public instruction.









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